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## **Program Enhancement Plan (PEP) Child Welfare Case Process Committee Meeting Notes**

September 12 and 13, 2005  
Pyle Center, Madison, WI

### **1. Workgroup Meetings (Access/Initial Assessment and Ongoing Services)**

Each workgroup met separately for the entire first day to discuss and review draft policies and other requirements related to the PEP.

The Access/Initial Assessment workgroup continued its discussion related to the case finding memo. As a part of this process, the group is also working on interim revisions to the Child Protective Services (CPS) Secondary and Non-Caregiver Investigation Standards. The goal is to have this memo posted to the bulletin board for comment and feedback after the September committee meeting.

The Ongoing Services workgroup continued its revisions of the CPS Ongoing Standards. The workgroup focused on case planning and case progress evaluation. The group also discussed ways to streamline Ongoing Services requirements in eWiSACWIS (Wisconsin Statewide Automated Child Welfare Information System).

### **2. Full Committee Meeting**

The full committee met the afternoon of the second day of meetings. The committee reviewed and approved the "Face-to-Face Contact with Children and Families Following the Initiation of Ongoing Services" policy and it will be forwarded to Wisconsin County Human Services Association (WCHSA) for review and feedback.

The committee also started its discussion related to the Safety Intervention Standards. Division of Children and Family Services (DCFS) staff agreed to make changes to the Standards based on feedback and post it to the bulletin board for comment in early October.

Each workgroup then provided updates to the full committee.